



## STAFF REPORT

Meeting Date: December 14, 2015

Agenda Item #: 11k

TO: Mayor and Town Council

FROM: Susan Parker, Town Administrator

**TITLE: Sunset Beach Shoreline Management and Pre-Dredge Analysis RFQ Award**

---

**Summary:** The Town Council approved funding for a Shoreline Management and Pre-Dredge analysis during the FY15/16 budget process. Staff developed a Request for Qualifications (RFQ) based on the information required to obtain permits and prepare bid documents for a dredging and pier alignment request for proposals.

**Background:**

<b>October 22, 2015:</b>	Bid Published
<b>November 13, 2015:</b>	Bid Re-Published
<b>November 30, 2015:</b>	Request for Qualifications Due Date

All three responses were complete and included the following firms:

East Coast Engineering & Surveying, P.C. – Shallotte, North Carolina  
SEPI Engineering and Construction – Wilmington, North Carolina  
Moffat and Nichol – Raleigh, North Carolina

After careful review, staff recommends negotiating a contract with Moffat and Nichol. In review of their proposal, the preferred response items included the familiarity with issues, similar project experience, and community outreach element.

**Council Action:** Direct staff to negotiate a Shoreline Management and Pre-Dredge Analysis contract for presentation at the next regular Town Council meeting.

**Motion:** Move to direct staff to negotiate a contract with Moffat & Nichol to develop a Shoreline Management and Pre-Dredge Analysis contract.